

A G E N D A

**MONTGOMERY COUNTY PUBLIC SERVICE AUTHORITY
Regular Meeting
County Administration Conference Room
Montgomery County Government Center
August 4, 2008
7:00 P.M.**

I. CALL TO ORDER

II. DETERMINATION OF QUORUM

III. PUBLIC HEARING

1. Proposed Schedule Fixing and Classifying Rates, Fees, and Charges for Water and Sewer Service

IV. PUBLIC ADDRESS SESSION

V. CONSENT AGENDA

VI. NEW BUSINESS

- A. Approve Proposed Rates, Fees, and Charges for Water and Sewer Service
- B. Review of Montgomery County Services
- C. Establish September 2008 Meeting Date
- D. Approve Virginia Department of Health Planning Grant Plum Creek Water System Evaluation

VII. FINANCIAL REPORT

VIII. DIRECTOR'S REPORT

IX. AUTHORITY MEMBERS' REPORT

X. INTO CLOSED MEETING

Section 2.2-3711

- (7) Consultation with Legal Counsel and Briefings by Staff Members or Consultants Pertaining to Actual or Probable Litigation, Where Such Consultation or Briefing in Open Meeting Would Adversely Affect the Negotiating or Litigating Posture of the Public Body; and Consultation with Legal Counsel Employed or Retained by a Public Body Regarding Specific Legal Matters Requiring the Provision of Legal Advice by Such Counsel
 - 1. Blacksburg/Prices Fork Water Purchase Contract
 - 2. Blacksburg - Water Service Merrimac Road
- (1) Discussion, Consideration or Interviews of Prospective Candidates for Employment; Assignment, Appointment, Promotion, Performance, Demotion, Salaries, Disciplining or Resignation of Specific Officers, Appointees or Employees of Any Public Body
 - 1. Two Personnel Issues

XI. OUT OF CLOSED MEETING

XII. CERTIFICATION OF CLOSED MEETING

XIII. ADJOURNMENT

TO: PSA Board of Directors
FROM: Robert C. (Bob) Fronk, PSA Director
DATE: August 1, 2008
SUBJECT: **AGENDA REPORT - PSA REGULAR MEETING – AUGUST 4, 2008**

I. CALL TO ORDER

The Chair will call this meeting to order.

II. DETERMINATION OF QUORUM

The Chair will determine if a quorum is present.

III. PUBLIC HEARING

Proposed Schedule Fixing and Classifying Rates, Fees, and Charges
for Water and Sewer Service

The following public hearing notice on a proposed schedule fixing and classifying rates, fees, and charges for water and sewer service was advertised pursuant to law in the *New River Current* section of the *Roanoke Times* on Friday, May 9 and Friday, May 16, 2008. See Item 2.

Notice is hereby given that pursuant to Section 15.2-5136 of the 1950 Code of Virginia, as amended, the Montgomery County Public Service Authority will conduct a public hearing to be held on August 4, 2008, 7:00 p.m., in the Montgomery County Government Center, 755 Roanoke Street, Christiansburg, Virginia, 2nd Floor County Administration Conference Room, to receive citizen comments on the proposed preliminary schedule fixing and classifying the following new rates, fees, and charges for water and sewer service:

DISCONNECTION FEE:

- Currently \$45 Disconnection Fee for Water and \$45 Disconnection Fee for Sewer
- Proposed \$50 Disconnection Fee for Water Only and \$50 Disconnection Fee When Water and Sewer is Disconnected at the Same Time
- Proposed \$100 Disconnection Fee for Sewer Only Accounts

REACTIVATION FEE:

- New Proposed Fee of \$50

**FACILITY FEE INSTALLMENT PLAN
PROCESSING/HANDLING FEE:**

-A New Proposed Ten Percent Flat Fee of Total Amount Financed When Financing Water and/or Sewer Under the Facility Fee Installment Plan

PLAN REVIEW FEE:

-A New Proposed \$100 Base Fee Plus an Additional \$0.20 Per Linear Foot for Review of Water and/or Sanitary Sewer (Gravity and Force) Main Plans. A \$50 Re-Review Fee Plus an Additional \$0.10 Per Linear Foot for the Review of the 4th Submission and Beyond

CONSTRUCTION INSPECTION FEE:

-A New Proposed \$100 Construction Inspection Fee Per 1,000 Linear Feet or Portion Thereof of Water and/or Sewer. The Fee is for Each System, Water and Sewer

FIRE HYDRANT AVAILABILITY FEE:

-A New Proposed \$35 Per Fire Hydrant, Per Year, Fire Hydrant Availability Fee to be Paid by the County of Montgomery

The Authority may or may not act on the proposed water and sewer rate changes following the public hearing at the August 4, 2008 meeting.

**By order of the Montgomery County Public Service Authority,
James D. Politis, Chair.**

IV. PUBLIC ADDRESS SESSION

The Chair will ask if there are any comments from the public. Each person will be allowed five minutes to address the Board.

V. CONSENT AGENDA

PROPOSED RESOLUTION:

BE IT RESOLVED, that the Public Service Authority hereby approves the Consent Agenda, dated August 4, 2008.

VI. NEW BUSINESS

**A. SUBJECT: APPROVE PROPOSED RATES, FEES,
AND CHARGES FOR WATER AND
SEWER SERVICE**

R08-08-1
**RESOLUTION APPROVING PROPOSED RATES, FEES,
AND CHARGES FOR WATER AND SEWER SERVICE**

PROPOSED RESOLUTION:

BE IT RESOLVED, that the Public Service Authority advertised a public hearing notice for rate adjustments in the *New River Current* section of the *Roanoke Times* on Friday May 9 and Friday May 16, 2008; and

WHEREAS, the Authority held a public hearing on August 4, 2008 to receive citizen comments on the adoption of the proposed rate adjustments for all Authority owned water and sewer systems.

NOW, THEREFORE BE IT RESOLVED, that in accordance with the Code of Virginia, Chapter 51, Virginia Water and Waste Authorities Act, Section 15.2-5136, Rates and Charges; the Public Service Authority hereby approves and adopts the following rate adjustments, to become effective August 5, 2008:

DISCONNECTION FEE

- \$50 Disconnection Fee for Water Only and \$50 Disconnection Fee When Water and Sewer is Disconnected at the Same Time
- \$100 Disconnection Fee for Sewer Only Accounts

REACTIVATION FEE

- New Fee of \$50

**FACILITY FEE INSTALLMENT PLAN
PROCESSING/HANDLING FEE**

- New Ten Percent Flat Fee of Total Amount Financed When Financing Water and/or Sewer Under the Facility Fee Installment Plan

PLAN REVIEW FEE

- New \$100 Base Fee Plus and Additional \$0.20 Per Linear Foot for Review of Water and/or Sanitary Sewer (Gravity and Force) Main Plans. A \$50 Re-Review Fee Plus an Additional \$0.10 Per Linear Foot for the Review of the 4th Submission and Beyond

CONSTRUCTION INSPECTION FEE

- New \$100 Construction Inspection Fee Per 1,000 Linear Feet or Portion Thereof of Water and/or Sewer. The Fee is for Each System, Water and Sewer

FIRE HYDRANT AVAILABILITY FEE

-New \$35 Per Fire Hydrant, Per Year, Fire Hydrant Availability Fee to be Paid by the County of Montgomery

JUSTIFICATION:

Revenues generated from these new fees will allow the PSA to operate and build up reserves in a manner consistent with proper business operations.

B. SUBJECT:

REVIEW OF MONTGOMERY COUNTY SERVICES

This item is being presented for discussion. See Item 3.

C. SUBJECT:

ESTABLISH MEETING DATE FOR SEPTEMBER 2008

PROPOSED RESOLUTION:

BE IT RESOLVED, that the Public Service Authority does hereby schedule their regular meeting date for September _____, 2008.

ISSUE/PURPOSE:

The regular meeting date for the PSA meeting in September is September 1, 2008, a holiday. The Board will need to make a decision as to when they would like to schedule their meeting for September.

D. SUBJECT:

APPROVE VIRGINIA DEPARTMENT OF HEALTH PLANNING GRANT – PLUM CREEK WATER SYSTEM EVALUATION

R08-08-2

RESOLUTION APPROVING A VIRGINIA DEPARTMENT OF HEALTH PLANNING GRANT FOR THE PLUM CREEK WATER SYSTEM EVALUATION IN AN AMOUNT OF \$25,000

PROPOSED RESOLUTION:

WHEREAS, the Montgomery County Public Service Authority (PSA) has identified significant water loss in the Plum Creek water system; and

WHEREAS, the Virginia Department of Health-Office of Drinking Water Planning Grant Program provides funding for projects such as this one; and

WHEREAS, the Montgomery County PSA Board of Directors has reviewed project-planning material and found that the pre-requirements for the Planning Grant Program have been met for submitting a funding application.

NOW, THEREFORE, BE IT RESOLVED, that the Montgomery County PSA Board of Directors hereby agree to seek funding from the Virginia Department of Health-Office of Drinking Water for the Plum Creek Water System Evaluation in an amount of \$25,000.

BE IT FURTHER RESOLVED, that the PSA Director shall immediately begin to process a funding application for this project and be authorized to execute any and all documents to accept such funding contingent upon review and concurrence by the PSA Attorney.

JUSTIFICATION:

If successful, the PSA will be eligible for grant funding in an amount of up to \$25,000 from the Virginia Department of Health-Office of Drinking Water. The money will be used for a water accountability study of the Plum Creek water system. A consultant will prepare the grant application, and if successful, perform the evaluation and be paid out of the grant funds. The PSA will have no out-of-pocket expense for either the preparation of the grant application or the water accountability study.

VII. FINANCIAL REPORT

The financial report for period ending July 31, 2008 will be presented for review and discussion.

VIII. DIRECTOR'S REPORT

The Director's report will be presented at this time. See Item 4.

IX. AUTHORITY MEMBERS' REPORT

1. Member Muffo
2. Member Creed
3. Member Perkins
4. Member Brown

5. Member Marrs
6. Member Biggs
7. Member Politis

X. INTO CLOSED MEETING

Section 2.2-3711

- (7) Consultation with Legal Counsel and Briefings by Staff Members or Consultants Pertaining to Actual or Probable Litigation, Where Such Consultation or Briefing in Open Meeting Would Adversely Affect the Negotiating or Litigating Posture of the Public Body; and Consultation with Legal Counsel Employed or Retained by a Public Body Regarding Specific Legal Matters Requiring the Provision of Legal Advice by Such Counsel
 1. Blacksburg/Prices Fork Water Purchase Contract
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- (1) Discussion, Consideration or Interviews of Prospective Candidates for Employment; Assignment, Appointment, Promotion, Performance, Demotion, Salaries, Disciplining or Resignation of Specific Officers, Appointees or Employees of Any Public Body
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XI. OUT OF CLOSED MEETING

PROPOSED RESOLUTION:

BE IT RESOLVED, that the Public Service Authority ends their Closed Meeting to return to Regular Session.

XII. CERTIFICATION OF CLOSED MEETING

PROPOSED RESOLUTION:

WHEREAS, the Public Service Authority of Montgomery County has convened a Closed Meeting on this date pursuant to an affirmative recorded vote and in accordance with the provisions of the Virginia Freedom of Information Act; and

WHEREAS, Section 2.2-3711 of the Code of Virginia requires a certification by the Board that such Closed Meeting was conducted in conformity with Virginia law.

NOW, THEREFORE BE IT RESOLVED, that the Public Service Authority does hereby agree, that to the best of each member's knowledge, (i) only public business matters lawfully exempted from open meeting requirements by Virginia law were discussed in the meeting to which this certification resolution applies; and (ii) only public business matters as were identified in the motion conveying the Closed Meeting were heard, discussed or considered by the Authority.

XIII. ADJOURNMENT

PROPOSED RESOLUTION:

BE IT RESOLVED, that the Public Service Authority does hereby adjourn to the next meeting scheduled for September __, 2008.

CONSENT AGENDA
August 4, 2008

A. APPROVAL OF MINUTES

**1. SUBJECT: APPROVAL OF MINUTES DATED
JULY 7, 2008**

ISSUE/PURPOSE: The above listed minutes are before the
Board for approval. See Item 1.